GSA Schedule

Contract GS-35F-0059T

TecPort

SOLUTIONS, INC.

Schedule Effective: Jan/1/2015

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GSA Schedule 70 Price list for **SIN 132-51**
Information Technology Professional Services

Administrative Assistant I

Client Site: $26.66/hour
Contractor Site: $28.79/hour
Minimum/General Experience: One (1) year of general technical experience and one year experience in working with MS Office Suite of products or Lotus Suite of products to include word processing spreadsheet components.
Functional Responsibility: Installs off-the-shelf software (such as MS-Office, Lotus Suite) on personal computers. Tests software for operability. Assist team and/or Project Management in preparation of project schedules, status reports and general correspondence. Performs general technical and office duties (faxing, email, research and the Internet) to include interfacing with Customer and coordinating with staff as required for completion of tasks.
Min. Education: High School Diploma.

Administrative Assistant II

Client Site: $33.33/hour
Contractor Site: $36.00/hour
Minimum/General Experience: Three (3) years of general office experience and two (2) years experience in working with MS Office Suite of products or Lotus Suite of products to include the word processing, spreadsheet, database and presentation components.
Functional Responsibility: Performs small equipment moves and disconnecting and reconnecting equipment and testing. Installs off-the-shelf software on personal computers (such as MS-Office, Lotus Suite). Tests software for operability. Reads code to assist project team. Assist team and/or Project Management in preparation of project schedules, status reports, technical and general correspondence and formal or informal presentations. Interface with clients as required and coordinate with vendors on required hardware or software issues.

Minimum Education: High School Diploma with three years experience or Associate's Degree in business discipline with one year of direct business experience performing the functional responsibilities.

Administrative Assistant III

Client Site: $41.65/hour
Contractor Site: $44.98/hour
Minimum/General Experience: Five (5) years of general office experience and three (3) years experience in working with MS Office Suite of products or Lotus Suite of products to include the word processing, spreadsheet, database and presentation components.
Functional Responsibility: Trains users in getting started on software. Performs routine maintenance checks of systems. Installs off-the-shelf software on personal computers (such as MS-Office, Lotus Suite). Tests software for operability. Performs small equipment moves to include disconnecting and reconnecting equipment and testing. Update and maintain database and documentation library as required. Assist Project Management in preparation of project schedules, status reports, technical and general correspondence and formal or informal presentations. Coordinate staff issues. Interface with clients as required and with vendors to resolve hardware or software issues.
Minimum Education: Associates Degree in technical discipline (Computer Science, Management Information Systems, Business or related technical field).

Team Leader I

Client Site: $56.18/hour
Contractor Site: $60.67/hour
Minimum/General Experience: 4 to 5 years, and 1 to 2 years project management experience. Experience or exposure to software development and business areas.

Functional Responsibility: The Team Lead manages an Application Team to deliver services according to defined service level commitments owned by the Application Team. The Team Lead coordinates resources and work to deliver solutions to customers on time and within budget. The Team Lead is assigned responsibility and accountability for overseeing the successful completion of all work assigned to the Application Team. The Team Lead is a process expert within the Application Team, understands the software development / maintenance processes and verifies process conformance. The Team Lead will monitor stability of production applications owned by the Application Team. The Team Lead assists Application Team members in development activities and reviews tasks as required. The Team Lead manages and updates progress towards Application Team objectives, assists Application Team members in resolving problems, and engages in personnel management and guidance to Application Team members. The Team Lead fosters a positive work environment by mentoring, supporting, and committing to the professional development of Application Team members. The Team Lead reports to the Group Lead or Program Manager, as appropriate.
Minimum Education: Bachelor's Degree in Computer Science or equivalent work experience

Team Leader II

Client Site: $81.85/hour
Contractor Site: $88.40/hour
Minimum/General Experience: Ten (10) years, and five (5) years project management experience. Experience or exposure to software development & business areas.
Functional Responsibility: The Team Lead manages an Application Team to deliver services according to defined service level commitments owned by the Application

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Team. The Team Lead coordinates resources and work to deliver solutions to customers on time and within budget. The Team Lead is assigned responsibility and accountability for overseeing the successful completion of all work assigned to the Application Team. The Team Lead is a process expert within the Application Team, understands the soft-ware development / maintenance processes and verifies process conformance. The Team Lead will monitor stability of production applications owned by the Application Team. The Team Lead assists Application Team members in development activities and reviews tasks as required. The Team Lead manages and updates progress towards Application Team objectives, assists Application Team members in resolving problems, and engages in personnel management and guidance to Application Team members. The Team Lead fosters a positive work environment by mentoring, supporting, and committing to the professional development of Application Team members. The Team Lead reports to the Group Lead or Program Manager, as appropriate.

Minimum Education: Bachelor's Degree in Computer Science or equivalent work experience

Data Entry Operator I

Client Site: $18.58/hour
Contractor Site: $20.07/hour

Minimum/General Experience: One (1) year experience in personal computer skills, basic knowledge of productivity tools and internet browsers.

Functional Responsibility: Skilled at comprehensive PC skills, able to follow written and spoken instructions, ability to accurately enter information into a computer, access information from a computer, and verify information on a screen. Duties involve utilizing automated equipment, including personal computers, terminals and printers.

Minimum Education: High School Diploma or GED or equivalent work experience

Quality Assurance Specialist I

Client Site: $48.41/hour
Contractor Site: $52.28/hour

Minimum/General Experience: Four (4) years experience in quality assurance processes and methodologies. Experience or exposure to software development and business areas.

Functional Responsibility: The Quality Assurance Specialist (QAS) is responsible for the design, pilot, and implementation of the software quality assurance review processes. The QAS Specialist will work with Application Teams during pre and post assessment periods. The QAS Specialist reports to the Quality Assurance Team Lead. For each phase end review, the Quality Assurance Specialist is responsible to plan, schedule, execute, and document findings of the review. Quality Assurance Specialists must have a detailed understanding of processes which support the software development lifecycle. The Quality Assurance Lead is responsible for communicating with Commonwealth regarding the progress of the quality approach and a summary of the metrics, as well as managing the Quality Assurance Specialists.

Minimum Education: Bachelor's Degree in Computer Science or equivalent work experience

Software Developer I

Client Site: $60.22/hour
Contractor Site: $65.04/hour

Minimum/General Experience: Minimum one (1) year of application development experience.

Functional Responsibility: Skilled in software development, proficient in at least one software development environment, knowledgeable in a software development methodology including performance in all phases of the methodology.

Min. Education: Bachelor's Degree in Computer Science or equivalent work experience

Software Developer II

Client Site: $83.54/hour
Contractor Site: $90.22/hour

Minimum/General Experience: Minimum three (3) years of application development experience.

Functional Responsibility: Skilled in software development, proficient in more than one software development environment, knowledgeable in a software development methodology including performance in all phases of the methodology.

Minimum Education: Bachelor's Degree in Computer Science or equivalent work experience

Software Developer III

Client Site: $109.06/hour
Contractor Site: $117.78/hour

Minimum/General Experience: Ten (10) years experience in developing software solutions.

Functional Responsibility: Skilled in software development, proficient in more than one software development environment, experienced in a software development methodology including performance in all phases of the methodology. Performs mentoring role to other team members and provides input to project architects.

Min. Education: Bachelor's Degree in Computer Science or equivalent work experience

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Information Technology Professional Services

Database Administrator I
Client Site: $87.05/hour
Contractor Site: $94.01/hour
Minimum/General Experience: Five (5) or more years experience in designing, implementing and managing legacy databases.
Functional Responsibility: Implements data architecture standards, creates physical databases, and performs database monitoring and tuning, as well as backup and recovery. Provides data administration input to software development team. Supports one or more software development projects. Proficient in one database management system.
Min. Education: Bachelor's Degree in Computer Science or equivalent work experience

Database Administrator II
Client Site: $139.24/hour
Contractor Site: $150.38/hour
Minimum/General Experience: Ten (10) or more years experience in designing, implementing and managing databases.
Functional Responsibility: Implements data architecture standards, creates physical databases, and performs database monitoring and tuning, as well as backup and recovery. Provides data administration input to software development team. Supports one or more software development projects. Proficient in one database management system.
Min. Education: Bachelor's Degree in Computer Science or equivalent work experience

Program Manager I
Client Site: $100.26/hour
Contractor Site: $108.28/hour
Minimum/General Experience: Ten (10) or more years information technology experience including three years project management office experience. Experience in software development project management.
Functional Responsibility: Oversee, develop and manage multiple projects including project schedule, issues management plan, risk management plan, staffing and contract deliverables. Monitor project resources including schedule, staffing and expenses. Skilled in project communications to team, management and executive sponsors.
Minimum Education: Bachelor's Degree in Computer Science or equivalent work experience. Certification is desired.

Program Manager II
Client Site: $125.30/hour
Contractor Site: $135.32/hour
Minimum/General Experience: Fifteen (15) years information technology experience including five (5) years project management office (PMO) experience. Experience in software development project management.
Functional Responsibility: Oversee, develop and manage multiple projects including project schedule, issues management plan, risk management plan, staffing and contract deliverables. Monitor project resources including schedule, staffing and expenses. Skilled in project communications to team, management and executive sponsors.
Minimum Education: Bachelor's Degree in Computer Science or equivalent work experience. Certification is desired.

Project Manager
Client Site: $81.95/hour
Contractor Site: $88.51/hour
Minimum/General Experience: Five (5) years information technology experience including five (5) years project management experience. Experience in software development and business areas.
Functional Responsibility: Maintain project resources including schedule, staffing and expenses. Plans, directs, and coordinates activities of projects to ensure that goals or objectives of projects are accomplished within prescribed time frame and funding parameters. Manages projects of significant value or strategic importance.
Minimum Education: Bachelor's Degree in Computer Science or equivalent work experience. Certification is desired.

Sr. Project Manager I
Client Site: $113.73/hour
Contractor Site: $122.83/hour
Minimum/General Experience: Ten (10) years information technology experience including five (5) years project management experience. Experience in software development and business areas.
Functional Responsibility: Maintain project resources including schedule, staffing and expenses. Plans, directs, and coordinates activities of projects to ensure that goals or objectives of projects are accomplished within prescribed time frame and funding parameters. Manages projects of significant value or strategic importance.
Minimum Education: Bachelor's Degree in Computer Science or equivalent work experience. Certification is desired.

Sr. Project Manager II
Client Site: $162.42/hour
Contractor Site: $175.41/hour
Minimum/General Experience: Fifteen (15) years information technology experience including five (5) years project management experience. Experience in software development and business areas.
Functional Responsibility: Maintain project resources including schedule, staffing and expenses. Plans, directs, and coordinates activities of projects to ensure that goals or objectives of projects are accomplished within prescribed time frame and funding parameters. Manages projects of significant value or strategic importance.
Minimum Education: Bachelor's Degree in Computer Science or equivalent work experience. Certification is desired.

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Data Architect I

Client Site: $120.68/hour
Contractor Site: $130.33/hour

Minimum/General Experience: Five (5) or more years experience in data modeling, database design and requirements gathering. Proficient in at least one data modeling tool and one relational database system.

Functional Responsibility: Establishes guidelines and develops strategy to Incorporate the Data Administration functions into the existing development methodology. Participates in creation of policies, standards, best practices and procedures within the data administration area. Provides mentoring to other members of the data administration staff. Participates in the management of resources within the Data Architecture domain. Participates in enterprise-wide strategic information planning and management; works to establish and enforce strategies, policies, and procedures for managing computerized information as a corporate resource, and makes recommendations for process re-engineering to incorporate the Data Administration function into new or existing development methodology.

Min. Education: Bachelor's Degree in Computer Science or equivalent work experience

Data Architect II

Client Site: $144.82/hour
Contractor Site: $156.41/hour

Minimum/General Experience: Ten (10) or more years experience in data modeling, database design and requirements gathering. Proficient in two or more data modeling tools and two or more relational database systems.

Functional Responsibility: Establishes guidelines and develops strategy to incorporate the Data Administration functions into the existing development methodology. Participates in creation of policies, standards, best practices and procedures within the data administration area. Provides mentoring to other members of the data administration staff. Participates in the management of resources within the Data Architecture domain. Participates in enterprise-wide strategic information planning and management; works to establish and enforce strategies, policies, and procedures for managing computerized information as a corporate resource, and makes recommendations for process re-engineering to incorporate the Data Administration function into new or existing development methodology.

Min. Education: Bachelor's Degree in Computer Science or equivalent work experience.

Systems Architect II

Client Site: $120.74/hour
Contractor Site: $130.40/hour

Minimum/General Experience: Ten (10) or more years experience in planning, designing, developing, conversion, testing and implementing software systems. Proficient in at least one technology platform.

Functional Responsibility: Establishes guidelines and develops strategy for the architecting of software systems. Participates in creation of policies, standards, best practices and procedures within the systems architecture area. Provides mentoring to other software development staff team members. Participates in the management of resources within a software development team. Participates in enterprise-wide strategic information planning and management; works to establish and enforce strategies, policies, and procedures for architecting software solutions.

Minimum Education: Bachelor's Degree in Computer Science or equivalent work experience.

Systems Architect III

Client Site: $147.58/hour
Contractor Site: $159.39/hour

Minimum/General Experience: Fifteen (15) or more years experience in planning, designing, developing, conversion, testing and implementing software systems. Proficient in at least one technology platform.

Functional Responsibility: Establishes guidelines and develops strategy for the architecting of software systems. Participates in creation of policies, standards, best practices and procedures within the systems architecture area. Provides mentoring to other software development staff team members. Participates in the management of resources within a software development team. Participates in enterprise-wide strategic information planning and management; works to establish and enforce strategies, policies, and procedures for architecting software solutions.

Minimum Education: Bachelor's Degree in Computer Science or equivalent work experience.

Sr. Consultant II

Client Site: $139.24/hour
Contractor Site: $150.38/hour

Minimum/General Experience: Fifteen (15) years information technology experience including five (5) years consulting experience. Experience or exposure to software development and multiple business areas.

Functional Responsibility: Consults with client managers to define need or problem, conducts research, performs studies and surveys to obtain information and analyzes problems to advise on or recommend solutions, utilizing knowledge of theory, principles, or technology of multiple disciplines, functional areas, or fields of specialization. Solutions may be business or technically oriented.

Minimum Education: Bachelor's Degree in Computer Science or equivalent work experience.

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Information Technology Professional Services

Executive Consultant I

Client Site: $207.72/hour
Contractor Site: $224.34/hour

Minimum/General Experience: Minimum twenty (20) years of technical and business area experience. Requires competence in one or more business areas and two or more technical disciplines.

Functional Responsibility: Consultant with skills and experience in management consulting, process improvement, process re-engineering, project management, change management, meeting facilitation, and various software development methodologies. Ability to develop formal reports including interpretation of cited documents, facts and diagrams explaining the complex nature of issues.

Min. Education: Bachelor's Degree in Computer Science or equivalent work experience.

Sr. Cybersecurity Consultant

Client Site: $257.50/hour
Contractor Site: $278.10/hour

Minimum/General Experience: 5-10 years supporting information technology projects w/5 years related to information and computer security.

Functional Responsibility: Assesses, develops, implements and maintains enterprise information/cyber security programs. Develops strategies for implementing Federal government cyber security programs as well as privacy. Develops policy, procedures, and

best practices. Directs security program office support including analysis, planning, and budget. Manages project requirements, resources and deliverables.

Minimum Education: M.S. in Computer Science, MIS, Accounting Information Systems or equivalent experience.

Cybersecurity Consultant

Client Site: $231.75/hour
Contractor Site: $250.29/hour

Minimum/General Experience: 3-5 years supporting information technology projects with 3 years related to information and computer security.

Functional Responsibility: Assesses, develops, implements and maintains enterprise cyber security programs. Assists clients in interpreting federal information and cyber security policies and standards and develops strategies for implementing Federal government privacy and cyber security programs. Develops Certification and Accreditation (C&A) processes and testing and security impact assessments.

Minimum Education: M.S. in Computer Science, MIS, Accounting Information Systems or equivalent experience.

IT Security Engineer

Client Site: $200.85/hour
Contractor Site: $216.92/hour

Minimum/General Experience: 3-5 years supporting information technology projects with 3 years related to information and computer security.

Functional Responsibility: Oversees the implementation, integration and operation of cyber security solutions. Implements technical solutions for network boundary protection, endpoint security, access control, auditing, log management, event management and correlation, and network monitoring; network and system vulnerability assessment; application and software security assessment; database security assessment and monitoring; software security assurance; security configuration assessment, and compliance management; incident handling, response and reporting.

Min. Education: B.S./B.A. in Computer Science, MIS, Accounting Information Systems or equivalent experience.

IT Security Technician

Client Site: $123.60/hour
Contractor Site: $133.49/hour

Minimum/General Experience: 1-3 years supporting information technology projects with 1 year related to information and computer security.

Functional Responsibility: Performs risk analysis and security audit services. Leads and participates in the performance of security risk assessments, system threat assessments, vulnerability assessments, and penetration analysis of facilities. Develops security assessment reports. Analyzes security risks, and develops security solutions.

Minimum Education: B.S./B.A. in computer science, accounting information systems or equivalent experience.

Systems Administrator I

Client Site: $81.68/hour
Contractor Site: $88.21/hour

Minimum/General Experience: Minimum of one (1) year of systems support experience.

Functional Responsibility: Skilled in server hardware and software administration. Can install and configure basic systems hardware and software. Capable of managing standard systems and networking equipment along with related software and security policies and procedures.

Min. Education: Bachelor's Degree in Computer Science or equivalent work experience.

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Systems Administrator II

Client Site: $103.00/hour

Contractor Site: $111.24/hour

Minimum/General Experience: Minimum of 3 years of systems support experience.

Functional Responsibility: Skilled in server hardware and software administration across multiple hardware platforms. Capable of managing multiple lines of networking equipment and related software and security policies and procedures. Can work independently in performing most system administration duties including system installation, configuration, maintenance, testing and implementing security policies. Able to manage and perform performance enhancement tuning procedures on various server and networking devices. May manage and/or provide guidance to junior members of the team as directed.

Min. Education: Bachelor's Degree in Computer Science or equivalent work experience.

Systems Administrator III

Client Site: $128.75/hour

Contractor Site: $139.05/hour

Minimum/General Experience: Minimum of 5 years of systems support experience.

Functional Responsibility: Skilled in server hardware and software administration across multiple hardware platforms. Capable of managing multiple lines of networking equipment and related software and security policies and procedures. Able to perform performance enhancement tuning procedures on various server and networking devices and monitor ongoing performance and provide performance improvement recommendations. Duties include but are not limited to defining requirements, implementing systems, managing system upgrades, providing technical guidance and direction, managing system testing, appraising current and recommending solutions. Manages junior members of the team.

Min. Education: Bachelor's Degree in Computer Science or equivalent work experience.

Senior Training Specialist

Client Site: $76.92/hour

Contractor Site: $83.07/hour

Minimum/General Experience: Minimum of five (5) years of training related experience.

Functional Responsibility: Experienced in the development, revision and delivery of technical training courses and catalogs. Develops instructor and student materials and conducts classroom courses, workshops and seminars. Provides supervision and direction to staff. Proficient in both oral and written communications.

Min. Education: Bachelor's degree in related field or equivalent experience.

Training Specialist

Client Site: $63.66/hour

Contractor Site: $68.75/hour

Minimum/General Experience: Minimum of two (2) years of training related experience.

Functional Responsibility: Under supervision, develops, revises and delivers technical training courses and catalogs. Trains personnel by conducting formal classroom courses, workshops and seminars. Demonstrated ability to communicate orally and in writing.

Min. Education: Bachelor's degree in related field or equivalent experience.

Contact

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Our Services

TecPort Solutions, Inc. supplies services under **Special Item No. 132-51** Information Technology Professional Services. Those services include:

Systems Administration

TecPort Solutions provides all levels of Systems Administrators, for all of the operating systems that are utilized in today's I/T infrastructure.

Our systems administrators will work with you and your team to design your organization's computer systems to ensure that all critical components work properly together properly and, after implementation will perform the ongoing steps required to maintain your systems at peak efficiency.

Application Development

TecPort's Application Development & Design offering enables clients to deploy custom software solutions to achieve strategic business objectives. Our focus is on the requirements and design phases. We excel in gathering and documenting a customer's requirements and translating those requirements into technical designs.

Application Support

TecPort Solutions' Application Support offering gives our clients access to world-class expertise and skills. TecPort uses field proven processes, comprehensive metrics and productivity reporting to identify non-strategic work trends and implement process-driven performance improvements.

To maintain this large-scalable environment, TecPort technicians have strong communications skills to effectively communicate with the customer. Our multi-discipline, cross-trained, and big-picture technicians with local knowledge keep staffing ratios and labor costs at best value levels.

Cyber Security and Information Assurance (IA)

TecPort's certified (CCISP and Security +) Information Assurance experts offer a customized approach that is tailored to customers' security requirements. TecPort offers a full spectrum of solutions and services in this area of expertise including: Digital Forensics Investigations, Incident Response, Electronic Discovery, Regulatory Compliance Assessment & Auditing, Security Architecture & Engineering Consulting Services, Vulnerability Assessment, Penetration Testing, Security program & Policy Development, Certification & Accreditation

Management Consulting

TecPort Solutions' Management Consulting offering enables clients to define and implement organizational strategies that enhance the efficiency and productivity of their operations while supporting their overall strategic vision.

Staff Augmentation

TecPort Solutions' Staff Augmentation offering gives customers a custom-crafted, high quality solution for their IT needs. TecPort is able to respond quickly, ensuring sustained service levels without increased administrative activities and costs.

IT Assessment

TecPort Solutions provides a full range of IT Assessment capabilities; including hardware infrastructure assessment, software environment assessment and database assessment in order to provide our clients with an impartial analysis and comparison of their capabilities to current Best In Class industry practices.